

PHIL BREDESEN GOVERNOR

STATE OF TENNESSEE DEPARTMENT OF EDUCATION DIVISION OF SPECIAL EDUCATION 7th FLOOR, ANDREW JOHNSON TOWER 710 JAMES ROBERTSON PARKWAY NASHVILLE, TN 37243-0380

TIMOTHY K. WEBB, Ed.D. COMMISSIONER

April 15, 2009 - September 30, 2010

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) SPECIAL EDUCATION SERVICES LEA APPLICATIONS

Tennessee Code Annotated §49-10-302 Public Law 94-142, as amended Public Law 105-17, as amended Public Law 108-446

TO BE COMPLETED BY LOCAL SCHOOL SYSTEM

Compliance Assurance and Statistical Information

School System:		Blount County S	chool System	
Director of Schools	:	Rob E	Britt	
	Signatur	те		Date
E-Mail Address:		rob.britt@blo	ountk12.org	
Name of Program	Contact Person: Robert	t Scott Kirkham		
E-Mail Address:		scott.kirkham@t	olountk12.org	
Address:	831 Grandvie	ew Dr.	Telephone No.:	865-984- 1212
	Maryville, TN	37803		
D BE COMPLETED	BY THE STATE DEPAR	TMENT OF EDUCA	ATION	
Amount of IDEA, P	art B ARRA Funds Appro	oved: <u>\$ 2,679,398</u>	2 0 6	ive Use of Fund quested for:
Amount of Prescho	ol ARRA Funds Approve	d: <u>\$82,443.1</u>	<u>7</u>	В С
Signati	ıre (Authorized State Der	partment of Education	on Official)	Date

Must be submitted to your Management Consultant prior to obligating funds or before April 15, 2009

TCA 49-10-302 Section 612 (a) (11)

ED – 1811/ Rev 3/2009 Department of Education

COMPLIANCE ASSURANCE And STATISTICAL INFORMATION For SCHOOL YEAR 2009-2010

ARRA FUNDS

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NOTE: IF YOU ARE SUBMITTING YOUR FINANCIAL SPREADSHEETS USING THE LOCAL GOVERNMENT SOFTWARE, IN ORDER FOR THE REVIEWER TO DETERMINE THAT FEDERAL FUNDS ARE SUPPLEMENTAL TO THE GENERAL PURPOSE FUNDS, YOU MUST ADD FTES TO THE JUSTIFICATION PAGES FOR GENERAL PURPOSE, IDEA AND PRESCHOOL.

COMPLIANCE ASSURANCES FOR USE OF IDEA FUNDS (ARRA)

The applicant hereby certifies to the Commissioner of Education that the representation made in this application properly reflects the projected pupils, personnel, and expenditures to be incurred in the operation of the special education program for pupils with disabilities conducted within the school system, that the expenditures for services and goods will be made exclusively for the benefit of pupils which meet the eligibility criteria established by the Department of Education, and that personnel assignments and other documentation of expenses will be readily available for audit. All records necessary to ensure the correctness of the information provided by the agency will be kept five years beyond the final reporting date and access to such records will be provided to the State Department of Education.

The Local Education Agency (LEA) hereby assures the State Education Agency (SEA) that the LEA meets each of the following conditions:

- Special Education and Related Services will be provided in compliance with the established Tennessee Rules, Regulations & Minimum Standards.
- The LEA, in providing for the education of children with disabilities within its jurisdiction, has in effect policies, procedures, and programs that are consistent with the State policies and procedures established under §612.
 - a. A free appropriate public education (FAPE) is available to all children with disabilities, as defined under §602(3) and who have a current individual education program (IEP), residing in the State between the ages of 3 through 21, inclusive, including children with disabilities who have been suspended or expelled from school. 612(a)(1)
 - b. The LEA has established a goal of providing full educational opportunity to all children with disabilities and a detailed timetable for accomplishing that goal. 612(a)(2)
 - c. All children with disabilities residing in the LEA, including children with disabilities who are homeless children, or are wards of the State, and children with disabilities attending private schools within the LEAs jurisdiction, regardless of the severity of their disabilities, and who are in need of special education and related services, are identified, located and evaluated and a practical method is developed and implemented to determine which children with disabilities are currently receiving needed special education and related services. 612(a)(3)
 - d. An individualized education program (IEP), or an individualized family service plan (IFSP), that meets the requirements of section 636(d), is developed, reviewed and revised for each child with a disability in accordance with section 614(d). 612(a)(4)
 - e. To the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are educated with children who are not disabled. Special classes, separate schooling, or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily. 612(a)(5)(A)
 - f. Children with disabilities and their parents are afforded the procedural safeguards required by §615. 612(a)(6)
 - g. Children with disabilities are evaluated in accordance with subsections (a) through (c) of § 614. 612(a)(7)
 - h. LEAs will comply with §617(c) relating to the confidentiality of records and information. 612(a)(8)
 - i. Children participating in early intervention programs assisted under Part C, and who will participate in preschool programs will experience a smooth and effective transition consistent with §637(a)(9). LEAs will participate in transition planning conferences arranged by the Lead Agency under §635(a)(10) and an IEP or, if consistent with sections 614(d)(2)(B) and 636(d), and IFSP will be developed and implemented by the third birthday. 612(a)(9)
 - j. Ensure that all requirements under §612(a)(10) regarding Children In Private Schools are being carried out in a manner consistent with the statute.
 - k. Ensure that all requirements under T.C.A. §49-10-107, T.C.A. §49-10-305 and T.C.A. §49-10-701, regarding Contracts for Special Education Services are being carried out in a manner consistent with the statute.
 - The LEA shall ensure that all personnel necessary to carry out this part are appropriately and adequately prepared, subject to the requirements of § 612(a)(14) and § 2122 of the Elementary and Secondary Education Act of 1965. 613(a)(3)

- m. This LEA will either choose to coordinate with the National Instructional Materials Access Center when purchasing print instructional materials in accordance with section 612(a)(23) or will provide instructional materials to blind persons or other persons with print disabilities in a timely manner. 613(a)(6)
- 3. The LEA shall provide the SEA with information necessary to enable the SEA to carry out its duties under this part, including, with respect to Sections 612(a)(15) and 612 (a)(16), information relating to the performance of children with disabilities participating in programs carried out under this part. 613(a)(7)
- 4. The LEA shall make available to parents of children with disabilities and to the general public all documents relating to the eligibility of such agency under this part. 613(a)(8)
- 5. The LEA shall cooperate under section 1308 of the Elementary and Secondary Education Act of 1965 to ensure the linkage of records pertaining to migratory children with disabilities for the purpose of electronically exchanging, among the States, health and educational information regarding such children. 613(a)(9)
- 6. Subject to section 613(b)(3), the LEA application submitted to the SDE shall remain in effect until the LEA submits to the SDE such modifications as the LEA determines necessary. 613(b)(2)
- Ensure that all requirements under §613(a)(5) regarding treatment of Charter Schools and their students are being carried out in a manner consistent with the statute.
- Children with disabilities served with IDEA funds shall be counted in the same manner as children without disabilities to supplement the academic program funds earned and paid from the Basic Education Program. TRR&MS 0520-1-9-.03 (3)(a)
- 9. Funds provided under IDEA will be used to pay the excess cost of providing special education and related services to children with disabilities; shall be used to supplement the State, Local and other Federal funds and not to supplant such funds; and shall not be used, except as provided in §613(a)(2)(B)-(C) to reduce the level of expenditures. §613(a)(2)(A)and §612(a)(17), TRR&MS 0520-1-9-03(2)(k)(4)
- 10. According to Rule 0520-1-9-14(6)(a), procedures for providing an independent education evaluation (IEE) upon parental request have been submitted and approved to the Department of Education. Any future revision to the IEE procedure will be submitted to the Department for approval.
- 11. According to TCA 9-1-104 (a) & (b) *Maximum class size*, our LEA case load and class size standards have been submitted and approved by the Department. There have been no changes since the original submission. (The State will review LEA caseload and class size standards for compliance.) Any future LEA updates or revisions will be submitted to the Division of Special Education for approval and for reference purposes.
- 12. Children with disabilities served with IDEA funds have at least the same average amount spent on them, from sources other than Part B, as do the children in the school system taken as a whole. TRR&MS 0520-1-9-.03 (3)(a)(b)

In addition, the LEA hereby assures the SEA that in conjunction with ARRA funds the LEA will:

- Comply with all applicable laws and regulations including any directives or requirements from the Tennessee Recovery Act Management (TRAM) office;
- 2. Submit reporting requirements as specified by federal and state laws, regulations, and/or policies;
- 3. Track all ARRA funds and expenditures in separate budget accounts and categories as required.

Signature of Director of Schools	Date

INSTRUCTION TO OPEN FINANCIAL INFORMATION PAGES

- 1. Double click inside the Financial Page and it will turn into an Excel worksheet.
- 2.Enter information and formulas will calculate totals.
- 3.Before closing the Excel worksheet, hold down the Ctrl key and press the Home key; otherwise worksheets may not print out properly.
- 4. Click outside the worksheet and the Excel worksheet will return to the Word document.
- 5.Save the document to your hard drive; otherwise, it will not save entries since it is a READ ONLY document.

Note:

You may have to use the scroll bar in Word. If you do, scroll slowly. Ignore the Word background while you are in the Excel Worksheet. The page will go back into the original position and print out correctly when you click inside the Word document.

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C. FINANCIAL INFORMATION FOR ARRA FUNDS

1. PERMISSIVE USE OF FUNDS

following items (A, B, and C	ements on the corresponding form, please answer <u>yes</u> or <u>no</u> to each of the C). Any <u>yes</u> response requires completion of a corresponding form that on all three items, continue completing the application and disregard the ermissive programs.
<u>X</u> Yes No A.	Adjustment to Local Effort in Certain Fiscal Years. IDEA 04 allows a LEA to reduce state and local maintenance of effort by up to 50% of the increase in IDEA funds from the previous year if those funds are used to provide activities authorized under ESEA. If the LEA wishes to reduce MOE, it must use the attached form to calculate the maximum amount available for this purpose (Page 3A) and indicate how these funds will be used (Page 3A(1)).
	There are limitations to this adjustment. If the LEA is also electing to take funds under Coordinated Early Intervening Services, this reduces the amount of funds available for the reduction of MOE. Also, any LEA identified as not meeting requirements in the State's APR, is prohibited by law from reducing it maintenance of effort figures.
Yes <u>X</u> No B .	Permissive Use of IDEA funds for Schoolwide Program. IDEA allows a LEA to use funds to carry out a schoolwide program under Section 1114 of ESEA. If an applicant utilizes these funds, you will report the designated amount for each school and ensure that excess cost and service requirements are met. (Use form on Page 3B)
Yes <u>X</u> No C .	Permissive Use of IDEA funds for Coordinated Early Intervening Services. IDEA allows a LEA to use up to 15% of funds, in combination with other amounts (other than education funds), to develop and implement Coordinated Early Intervening Services, which may include interagency financing structures, for students in kindergarten through grade 12 (with particular emphasis on students in kindergarten through grade 3) who have not been identified as needing special education or related services but who need additional academic and behavioral support to succeed in a general education environment. (Use form on Page 3C)
utilizing state criteria, the (d)(2)(B)). The amount	termined to have significant disproportionality based on race and ethnicity ne LEA must utilize Coordinated Early Intervening Services (Section 618 expended by an LEA under Coordinated Early Intervening Services shall num amount of expenditures such LEAs may reduce in Item "A" Adjustment
If an applicant utilizes t	hese funds, you must show the calculations on the corresponding form.

Complete this form if Item A, Page 3 is marked "yes".

LEA: Blount County Schools

A. Use of IDEA Funds as Local Funds (ARRA)

For any fiscal year for which the federal allocation received by a LEA under Section 611(f) Subgrants to LEAs exceeds the amount the LEA received for the previous FY, the LEA may reduce the level of expenditures otherwise required by Section 613(a)(2)(A)(iii) by not more than 50% of the excess.

Section 613(a)(2)(C)(i) 300.205

If the LEA chooses to use these funds, the LEA shall use an amount of local funds equal to the reduction in expenditures under clause (i) above, to carry out activities authorized under the Elementary and Secondary Act of 1965. Section 613(a)(2)(C)(ii) 300.205(a)

If the SEA determines that the LEA is unable to establish and maintain programs of free appropriate public education that meet the requirements of Section 613(a) or the SEA has taken action against the LEA under section 616 Monitoring, Technical Assistance and Enforcement, the SEA shall prohibit the LEA from reducing the level of expenditures under clause (i) above for that fiscal year. Section 613(a)(2)(C)(iii)

The amount of funds expended by a LEA under subsection (f) Coordinated Early Intervening Services, shall count toward the maximum amount of expenditures such LEAs may reduce under clause (i) above. Section 613(a)(2)(C)(iv)

If a SEA determines that an LEA is not meeting the requirements of Part B, including the targets in the state's performance plan, the SEA shall prohibit the LEA from reducing its MOE under Section 613(a)(2)(C) for any fiscal year. Section 616(f)

1.Estimated/final IDEA allocation for this year:	\$		
2.Actual IDEA final allocation for last year:	\$ —		
3.Difference (line 1 — line 2) if >0:	\$		
4.Line 3 X 50%	<u> </u>		
	<u> </u>	X50	
5.Maximum available for use as local funds:	\$		
5.Maximum available for use as local funds: 6.Amount used if less than line 5:	\$ \$		
	\$ _ \$ _ ervening Ser	vices, inclu	de
6.Amount used if less than line 5: If the LEA is also requesting to use funds for Coordinated Early Into	\$ _ \$ _ ervening Ser \$	vices, inclu	de
6.Amount used if less than line 5: If the LEA is also requesting to use funds for Coordinated Early Integalculation below:	\$ _ \$ _ ervening Ser \$ _ \$	vices, inclu	de

Coordinated Early Intervening amount is less, the difference may be taken under Form "A"

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BUDGET AND JUSTIFICATIONS ARRA Funds to be used as Local Funds

ACCOUNT NO. *	EXPENDITURE ACCOUNT NAME	FTE	AMOUNT BUDGETED

GIVE THE ESEA PROGRAM UNDER WHICH FUNDS WILL BE USED:

ACCOUNT NUMBER	EXPENDITURE NAME	JUSTIFICATION

Complete this form if Item B, Page 3 is marked "yes".

LEA: Blount County Schools

B. Use of IDEA Funds for Schoolwide Programs under Title 1 of the ESEA (ARRA)

LEAs may use IDEA funds to carry out a schoolwide program under Section 1114 of the Elementary and Secondary Education Act (ESEA) of 1965, except that the amount used in any schoolwide program shall not exceed:

- •The number of children with disabilities participating in the schoolwide program; multiplied by
- •The amount received by the LEA for this fiscal year divided by
- •The number of children with disabilities in the jurisdiction of the LEA. Section 613(a)(2)(D)

A copy of the school-wide program must be attached if the LEA decides to participate.

School Name	A IDEA Allocation	B No. of SPED Students in LEA	C No. of SPED in School-Wide Programs	(A/B) x C=Amount for School-wide
	\$			\$
	\$			\$
	\$			\$
	\$			\$
			Total	\$

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C. Use of IDEA Funds for Coordinated Early Intervening Services

Allows an LEA to use not more than 15% of the amount it receives under IDEA Part B funds for any fiscal year, less any amount reduced by the LEA pursuant to Section 613(a)(2)(C) Adjustment to Local Fiscal Effort in certain Fiscal Years, if any, in combination with other amounts (which may include amounts other than education funds), to develop and implement Coordinated Early Intervening Services, which may include interagency financing structures, for students in kindergarten through grade 12 (with particular emphasis on students in kindergarten through grade 3) who have **not** been identified as needing special education or related services but who need additional academic and behavioral support to succeed in a general education environment.

In implementing coordinated, Coordinated Early Intervening Services, a LEA may carry out activities that include:

- 4. Professional development (which may be provided by entities other than LEAs) for teachers and other school staff to enable such personnel to deliver scientifically based academic instruction and behavioral interventions, including scientifically bases literacy instruction, and, where appropriate, instruction on the use of adaptive and instructional software; and
- 2. Providing educational and behavioral evaluations, services, and supports, including scientifically based literacy instruction.

 Section 613(f)(2)

NOTE: Nothing in this subsection shall be construed to limit or create a right to a free appropriate public education under this part.

Section 613(f)(3)

If a LEA develops and maintains coordinated, Coordinated Early Intervening Services an annual report must be submitted to the Division of Special Education on—

- 1.the number of students served under Early Intervening this year, and
- 2. The number of students served under Coordinated Early Intervening Services who subsequently receive special education and related services under this title during the preceding 2 year period.

 Section 613(f)(4)

Funds made available to develop and implement coordinated, Coordinated Early Intervening Services may be used to carry out those services aligned with activities funded by, and carried out under ESEA, if such funds are used to supplement, and not supplant, funds made available under ESEA for the activities and services assisted under Section 613(f).

Section 615(f)(5)

Notwithstanding Section 613(a)(2)(A) or Section 612(a)(17(B) (relating to commingled funds), funds provided to the LEA under this part may be used to develop and implement coordinated, early intervening educational services in accordance with Section 613(f) Early Intervening.

Section 613(a)(4)(A)(ii)

Section 618(d)(2)(B) additionally requires an LEA identified for disproportionality to reserve the maximum amount of funds under Section 613(f) to provide comprehensive coordinated early intervention services to serve children in the LEA, particularly children in those groups that were significantly over identified and is required to publicly report on the revision of policies, practices and procedures described under subparagraph (A) identification of children having a particular disability.. Section 618(d)(2)(B)(C)

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Complete this form only if Item C, Page 3 is marked "yes". **LEA: Blount County Schools** C.Use of IDEA Funds for Early Intervening Service (ARRA) Formatted: Bullets and Numbering 1.Estimated/final IDEA allocation: Formatted: Bullets and Numbering (Multiply Line 1 x 15%) 2.Maximum amount available for Coordinated Early Intervening \$ Formatted: Bullets and Numbering Services: 3.Amount taken if less than maximum amount: \$ Formatted: Bullets and Numbering **Narrative for Mandatory Use of Funds:** List the identified areas of disproportionality: Specify areas funds will target (i.e. grade levels, schools, professional development, etc.): How will these funds be used to assist in alleviating the disproportionality problem within the LEA? Narrative for Voluntary Use of Funds: List specific interventions or areas to be addressed: (include grade levels and schools) Projected Expenditures for Coordinated Early Intervening Services Account No* **Amount Budgeted** Expenditure Account Name FTE

Total:

NOTE: A justification page must be attached with specific information given for each line item listed above.

^{*} Must use general education account codes. DO NOT use special education specific codes.

JUSTIFICATIONS

IDEA Funds for Coordinated Early Intervening Services (ARRA)

ACCOUNT NUMBER	EXPENDITURE ITEM	JUSTIFICATION

C. FINANCIAL INFORMATION FOR ARRA FUNDS

2. <u>Estimated Expenditures</u> Education for Students with Disabilities

ACCOUNT NO.	EXPENDITURES	GENERAL PURPOSE FUND*	*FTE Positions	IDEA PART B	*FTE Positions	PRESCHOOL GRANT	*FTE Positions
	INSTRUCTION (71000)						
71150	ALTERNATIVE INSTRUCTION PROGRAM (71150)						
116	Teachers						
117	Career Ladder Program		XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX
127	Career Ladder Extended Contracts		XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX
128	Homebound Teachers						
162	Clerical Personnel						
163	Educational Assistants						
189	Other Salaries & Wages (Specify)*						
195	Certified Substitute Teachers						
198	Non-Certified Substitute Teachers						
201	Social Security		XXXXXXX		XXXXXXX		XXXXXXX
204	State Retirement		XXXXXXX		XXXXXXX		XXXXXXX
206	Life Insurance		XXXXXXX		XXXXXXX		XXXXXXX
207	Medical Insurance		XXXXXXX		XXXXXXX		XXXXXXX
208	Dental Insurance		XXXXXXX		XXXXXXX		XXXXXXX
210	Unemployment Compensation		XXXXXXX		XXXXXXX		XXXXXXX
212	Employer Medicare		XXXXXXX		XXXXXXX		XXXXXXX
299	Other Fringe Benefits (Specify)*		XXXXXXX		XXXXXXX		XXXXXXX
311	Contracts with other School Systems		XXXXXXX		XXXXXXX		XXXXXXX
330	Operating Lease Payments		XXXXXXX		XXXXXX		XXXXXXX
336	Maintenance And Repair Services - Equipment		XXXXXXX		XXXXXXX		XXXXXXX
356	Tuition		XXXXXXX		XXXXXXX		XXXXXXX
369	Contracts for Substitute Teachers - Certified		XXXXXXX		XXXXXXX		XXXXXXX
370	Contracts for Substitute Teachers - Non-Certified		XXXXXXX		XXXXXXX		XXXXXXX
399	Other Contracted Services (Specify)*		XXXXXXX		XXXXXXX		XXXXXXX
429	Instructional Supplies & Materials		XXXXXXX		XXXXXXX		XXXXXXX
449	Textbooks		XXXXXXX		XXXXXXX		XXXXXXX
499	Other Supplies & Materials (Specify)*		XXXXXXX		XXXXXXX		XXXXXXX
535	Fee Waivers		XXXXXXX		XXXXXXX		XXXXXXX
599	Other Charges (Specify)*		xxxxxxx		XXXXXXX		XXXXXXX
790	Other Equipment (Specify)*		XXXXXXX		XXXXXXX		XXXXXX
71150	TOTAL EXPENDITURES	0.00	XXXXXXX	0.00	XXXXXX	0.00	XXXXXXX

*Note: Do NOT fill out GP column for ARRA Application

Special Education Expenses Only

FTE Positions: Full time equivalency—use two decimals.
Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks

*Note: "Specify" on Justification Page.

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TRR&MS 0520-1-9-.03 (2) (k) (7)

0520-1-9-.03 (1) (k) (2) EDGAR Sect 80.20 (a) (2)

(Subpart C (b) (4)

C. FINANCIAL INFORMATION FOR ARRA FUNDS

2. Estimated Expenditures **Education for Students with Disabilities**

ACCOUNT NO 71200	EXPENDITURES INSTRUCTION (71000) SPECIAL EDUCATION PROGRAM (71200)	GENERAL PURPOSE FUND*	*FTE Positions	IDEA PART B	*FTE Positions	PRESCHOOL GRANT	*FTE Positions
116	Teachers			559,300.00	13.00		
117	Career Ladder Program		XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX
127	Career Ladder Extended Contracts		XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX
128	Homebound Teachers						
162	Clerical Personnel						
163	Educational Assistants						
171	Speech Pathologist			62,000.00	1.00		
189	Other Salaries & Wages (Specify)*						
195	Certified Substitute Teachers			10,000.00		2,000.00	
198	Non-Certified Substitute Teachers						
201	Social Security		XXXXXXX	39,200.00	XXXXXXX	124.00	XXXXXXX
204	State Retirement		XXXXXXX	40,000.00	XXXXXXX		XXXXXXX
206	Life Insurance		XXXXXXX	3,200.00	XXXXXXX		XXXXXXX
207	Medical Insurance		XXXXXXX	68,000.00	XXXXXXX		XXXXXXX
208	Dental Insurance		XXXXXXX	4,200.00	XXXXXXX		XXXXXXX
210	Unemployment Compensation		XXXXXXX		XXXXXXX		XXXXXXX
212	Employer Medicare		XXXXXXX	9,700.00	XXXXXXX	30.00	XXXXXXX
299	Other Fringe Benefits (Specify)*		XXXXXXX	83,600.00	XXXXXXX		XXXXXXX
310	Contracts With Other Public Agencies		XXXXXXX		XXXXXXX		XXXXXXX
311	Contracts With Other School Systems		XXXXXXX		XXXXXXX		XXXXXXX
312	Contracts With Private Agencies		XXXXXXX		XXXXXXX		XXXXXXX
322	Evaluation & Testing		XXXXXXX		XXXXXXX		XXXXXXX
330	Operating Lease Payments		XXXXXXX		XXXXXXX		XXXXXXX
336	Maintenance And Repair Services -		XXXXXXX		XXXXXXX		XXXXXXX
356	Tuition		XXXXXXX		XXXXXXX		XXXXXXX
369	Contracts for Substitute Teachers - Certified		XXXXXXX		XXXXXXX		XXXXXXX
370	Contracts for Substitute Teachers - Non-		XXXXXXX		XXXXXXX		XXXXXXX
399	Other Contracted Services (Specify)*		XXXXXXX	559,000.00	XXXXXXX	465.78	XXXXXXX
429	Instructional Supplies & Materials		XXXXXXX	314,086.00	XXXXXXX	49,086.56	XXXXXXX
449	Textbooks		XXXXXXX		XXXXXXX		XXXXXXX
499	Other Supplies & Materials (Specify)*		XXXXXXX		XXXXXXX		XXXXXXX
535	Fee Waivers		XXXXXXX		XXXXXXX		XXXXXXX
599	Other Charges (Specify)*		XXXXXXX	2,100.00	XXXXXXX		XXXXXXX
725	Special Education Equipment		XXXXXXX		XXXXXXX	20,000.00	XXXXXXX
71200	TOTAL EXPENDITURES	0.00	XXXXXXX	1,754,386.00	XXXXXXX	71,706.34	XXXXXXX

*Note: Do NOT fill out GP column for ARRA Application

Special Education Expenses Only
FTE Positions: Full time equivalency – **use two decimals**.
Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks

TRR&MS 0520-1-9 05

0520-1-9-.03 (1) (k) (2) EDGAR Sect 80.20 (a) (2)

TRR&MS 0520-1-9-.03 (2) (k) (7)

*Note: "Specify" on Justification Page.

C. FINANCIAL INFORMATION FOR ARRA FUNDS (Continued)

2. <u>Estimated Expenditures</u> Education for Students with Disabilities

ACCOUNT	EXPENDITURES	GENERAL PURPOSE	*FTE	IDEA PART B	*FTE	PRESCHOOL	*FTE
NO.		FUND*	Positions		Positions	GRANT	Positions
	SUPPORT SERVICES (72000)						
72120	STUDENTS (72100) HEALTH SERVICES (72120)						
131	Medical Personnel						
189	Other Salaries & Wages (Specify)*						
201	Social Security		XXXXXXX		XXXXXXX		XXXXXXX
204	State Retirement		XXXXXXX		XXXXXXX		XXXXXXX
206	Life Insurance		XXXXXXX		XXXXXXX		XXXXXXX
207	M edical Insurance		XXXXXXX		XXXXXXX		XXXXXXX
208	Dental Insurance		XXXXXXX		XXXXXXX		XXXXXXX
210	Unemployment Compensation		XXXXXXX		XXXXXXX		XXXXXXX
212	Employer Medicare		XXXXXXX		XXXXXXX		XXXXXXX
299	Other Fringe Benefits (Specify)*		XXXXXXX		XXXXXXX		XXXXXXX
307	Communication		XXXXXXX		XXXXXXX		XXXXXXX
330	Operating Lease Payments		XXXXXXX		XXXXXXX		XXXXXXX
336	Maintenance & Repair Services-Equipment		XXXXXXX		XXXXXXX		XXXXXXX
348	Postal Charges		XXXXXXX		XXXXXXX		XXXXXXX
355	Travel		XXXXXXX		XXXXXXX		XXXXXXX
399	Other Contracted Services (Specify)*		XXXXXXX		XXXXXXX		XXXXXXX
413	Drugs & Medical Supplies		XXXXXXX		XXXXXXX		XXXXXXX
499	Other Supplies & Materials (Specify)*		XXXXXXX		XXXXXXX		XXXXXXX
524	In-Service/Staff Development		XXXXXXX		XXXXXXX		XXXXXXX
599	Other Charges (Specify)*		XXXXXXX		XXXXXXX		XXXXXXX
735	Health Equipment		XXXXXXX		XXXXXXX		XXXXXXX
72120	TOTAL EXPENDITURES	0.00	XXXXXXX	0.00	XXXXXXX	0.00	XXXXXXX

*Note: Do NOT fill out GP column for ARRA Application

Special Education Expenses Only

*FTE Positions: Full time equivalency use two decimals.

Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks.

*Note: "Specify" on Justification Page

C. FINANCIAL INFORMATION FOR ARRA FUNDS (Continued)

2. <u>Estimated Expenditures</u> Education for Students with Disabilities

ACCOUNT	EXPENDITURES	GENERAL PURPOSE FUND*	*FTE Positions	IDEA	*FTE Positions	PRESCHOOL GRANT	*FTE Positions
NO.		I OKPOSE POND	. 0 3 11 10 11 3	PART B	. 0 5 1110 11 5	GRANI	. 0 5 11 10 11 5
	SUPPORT SERVICES (72000)						
	STUDENTS (72100)						
	OTHER STUDENT SUPPORT (72130) Career Ladder Program		XXXXXXX	xxxxxxx	XXXXXXX	XXXXXXX	XXXXXX
123	Guidance Personnel		****	*****	****	*****	^ ^ ^ ^ ^ ^ ^
	Psychological Personnel						
127	Career Ladder - Extended Contracts		XXXXXXX	xxxxxxx	XXXXXXX	XXXXXXX	XXXXXX
130	Social Workers		* * * * * * *	****	* * * * * * *	* * * * * * *	* * * * * *
135							
	Assessment Personnel						
161	Secretary(s)						
162	C le ric a l P e r s o n n e l						
164	Attendants						
	School Resource Officers						
189	O ther Salaries & Wages (Specify)*						
	Social Security		XXXXXXX		X X X X X X X		XXXXXX
2 0 4	State Retirement		XXXXXX		XXXXXX		XXXXXX
206	Life Insurance		X X X X X X X		X X X X X X X		XXXXXX
207	M e d ic a l In s u ra n c e		XXXXXXX		XXXXXXX		XXXXXX
208	D ental Insurance		X X X X X X X		X X X X X X X		XXXXXX
	U nem ployment C om pensation		XXXXXXX		XXXXXX		XXXXXX
2 1 2	Employer Medicare		XXXXXX		X X X X X X X		XXXXXX
299	O ther Fringe Benefits (Specify)*		XXXXXXX		X X X X X X X		XXXXXX
3 0 7	C om m u n i cation		XXXXXXX		XXXXXXX		XXXXXX
3 0 9	Contracts with Government Agencies		XXXXXXX		XXXXXX		XXXXXX
3 1 1	Contracts with other School Systems		XXXXXXX		XXXXXXX		XXXXXX
3 2 2	Evaluation & Testing		XXXXXXX		XXXXXXX		XXXXXX
3 3 0	O perating Lease Payment		XXXXXXX		XXXXXXX		XXXXXX
3 3 6	Maintenance & Repair Services-Equip		XXXXXXX		XXXXXXX		XXXXXX
3 4 8	P o sta I C h a rg e s		XXXXXXX		X X X X X X X		XXXXXX
3 5 5	Travel		XXXXXXX		XXXXXXX		XXXXXX
3 9 9	O ther Contracted Services (Specify)*		XXXXXXX		XXXXXXX		XXXXXX
499	O ther Supplies & Materials (Specify)*		XXXXXX		XXXXXXX		XXXXXX
5 2 4	In -service/Staff Development		XXXXXX		XXXXXXX		XXXXXX
5 9 9	O ther Charges (Specify)*		XXXXXX		XXXXXXX		XXXXXX
790	O ther Equipment (Specify)*		XXXXXX		XXXXXX		XXXXXX
72130	TOTAL EXPENDITURES	0.00	xxxxxxx	0.00	XXXXXX	0.00	xxxxxx

*Note: Do NOT fill out GP column for ARRA Application

Special Education Expenses Only

*FTE Positions: Full time equivalency - use two decimals.

Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks.

*Note: "Specify" on Justification Page

ACCOUNT **EXPENDITURES** IDEA Part B General *FTE *FTE Preschool *FTE Grant NO. Purpose Fund* **Positions Positions Positions** SUPPORT SERVICES (72000) INSTRUCTIONAL STAFF (72220) 72215 ALTERNATIVE INSTRUCTION PROGRAM Supervisor/Director 105 117 Career Ladder Program XXXXXX XXXXXXX XXXXXXX XXXXXXX XXXXXX Guidance Personnel 123 Career Ladder Extended Contracts XXXXXXX XXXXXX XXXXXXX XXXXXXX XXXXXX 127 129 Librarian(s) 138 Instructional Computer Personnel 161 Secretary(s) 162 Clerical Personnel Educational Assistants 163 189 Other Salaries & Wages (Specify)* 196 In-Service Training XXXXXXX XXXXXXX XXXXXX XXXXXX 201 Social Security XXXXXXX XXXXXXX 204 State Retirement XXXXXXX XXXXXXX XXXXXXX XXXXXX XXXXXX XXXXXX 206 Life Insurance 207 Medical Insurance XXXXXX XXXXXXX XXXXXX 208 Dental Insurance XXXXXX XXXXXXX XXXXXXX 210 Unemployment Compensation XXXXXXX XXXXXXX XXXXXX 212 Employer Medicare XXXXXXX XXXXXXX XXXXXXX Other Fringe Benefits (Specify)* 299 XXXXXXX XXXXXXX XXXXXXX 307 Communication XXXXXXX XXXXXXX XXXXXXX Operating Lease Payment XXXXXXX 330 XXXXXXX XXXXXXX Maintenance & Repair Services -Equipment XXXXXX XXXXXXX XXXXXX 336 Postal Charges XXXXXXX XXXXXXX XXXXXXX 348 Travel XXXXXXX XXXXXXX XXXXXX 355 399 Other Contracted Services (Specify)* XXXXXX XXXXXXX XXXXXX Library Books/Media XXXXXX XXXXXXX XXXXXX 432 Other Supplies & Materials (Specify)* XXXXXXX 499 XXXXXXX XXXXXXX In-Service/Staff Development 524 XXXXXXX XXXXXXX XXXXXXX Other Charges (Specify)* 599 XXXXXXX XXXXXXX XXXXXX Other Equipment (Specify)* XXXXXXX XXXXXXX XXXXXXX 72215 TOTAL EXPENDITURES 0.00 XXXXXXX 0.00 0.00 XXXXXXX 0.00

*Note: Do NOT fill out GP column for ARRA Application

Special Education Expenses Only

*FTE Positions: Full time equivalency – use two decimals.

Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks.

*Note: "Specify" on Justification Page

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C. FINANCIAL INFORMATION FOR ARRA FUNDS (Continued)

Estimated Expenditures Education for Students with Disabilities

ACCOUNT	EXPENDITURES	GENERAL PURPOSE	*FTE	IDEA	*FTE	PRESCHOOL	*FTE
NO.	EXPENDITURES	FUND*	Positions	PART B	Positions	GRANT	Positions
	SUPPORT SERVICES (72000)						
72220	INSTRUCTIONAL STAFF (72200)						
	SPECIAL EDUCATION PROGRAM						
	STAFF (72 220)						
105	Supervisor/Director						
117	Care er Ladder Program		XXXXXX	XXXXXXX	XXXXXX	XXXXXXX	XXXXXX
124	Psychological Personnel			32.500.00	0.50		
127	Care er Ladder Extended Contracts		XXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXX
135	Assessment Personnel						
161	Secretary(s)						
162	Clerical Personnel						
171	Speech Pathologist (Supervisory)						
189	Other Salaries & Wages (Specify)*						
196	In -Service Training		XXXXXXX		XXXXXX		XXXXXX
201	Social Security		XXXXXXX		XXXXXXX		XXXXXX
204	State Retirement		XXXXXXX		XXXXXXX		XXXXXX
206	Life Insurance		XXXXXXX		XXXXXXX		XXXXXXX
207	Me di cal In sur ance		XXXXXXX		XXXXXXX		XXXXXXX
208	Dental In surance		XXXXXXX		XXXXXXX		XXXXXXX
210	Unem ployment Compensation		XXXXXXX		XXXXXXX		XXXXXXX
212	Employer Medicare		XXXXXXX	500.00	XXXXXXX		XXXXXX
299	Other Fringe Benefits (Specify)*		XXXXXXX	000.00	XXXXXXX		XXXXXXX
307	Communication		XXXXXXX		XXXXXXX		XXXXXXX
308	Consultants		XXXXXXX		XXXXXXX		XXXXXXX
330	Operating Lease Payments		XXXXXXX		XXXXXXX		XXXXXXX
336	Maintenance & Repair Services - Equipment		XXXXXXX		XXXXXXX		XXXXXX
348	Postal Charges		XXXXXXX		XXXXXXX		XXXXXX
355	Travel		XXXXXXX		XXXXXXX		XXXXXX
399	Other Contracted Services (Specify)*		XXXXXXX	25 715 00	XXXXXXX		XXXXXX
499	Other Supplies & Materials (Specify)*		XXXXXXX		XXXXXXX		XXXXXX
524	In-Service/S taff Development		XXXXXXX	100 000 00	XXXXXXX	10 000 00	XXXXXX
599	Other Charges (Specify)*		XXXXXXX	200.00	XXXXXXX		XXXXXX
790	Other Equipment (Specify)*		XXXXXXX	144 684 00			XXXXXX
7 22 20	TO TAL EXPENDITURES	0.00	xxxxxxx	303,599.00	xxxxxxx	10,000.00	XXXXXX

*Note: Do NOT fill out GP column for ARRA Application

Special Education Expenses Only
*FTE Positions: Full time equivalency – use two decimals.
Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks.

*Note: "Specify" on Justification Page

2. <u>Estimated Expenditures</u> Education for Students with Disabilities

ACCOUNT NO.	EXPENDITURES	GENERAL PURPOSE FUND*	*FTE Positions	IDEA PART B	FTE Positions	PRESCHOOL GRANT	*FTE Positions
NO.	SUPPORT SERVICES (72000)	FUND	Positions	IDEA PART B	Positions	GRANI	Positions
72410	SCHOOL ADMIN. (72400)						
72410	OFFICE OF PRINCIPAL (72410)						
104	Principal(s)						
117	Career Ladder Program		xxxxxxx	XXXXXXX	xxxxxxx	XXXXXXX	XXXXXXX
119	Accountants/ Bookkeepers		ΧΧΧΧΧΧΧ	ΧΧΧΧΧΧΧ	ΧΧΧΧΧΧΧ	ΧΧΧΧΧΧΧ	XXXXXXX
127	Career Ladder Extended Contracts		xxxxxxx	xxxxxxx	xxxxxxx	XXXXXXX	XXXXXXX
139	Assistant Principal(s)		70,000,000	70,000,000	жжжж	70,000,000	7000000
161	Secretary(s)						
162	Clerical Personnel						
189	Other Salaries & Wages (Specify)*						
196	In-Service Training		XXXXXXX		XXXXXXX		XXXXXXX
201	Social Security		XXXXXXX		XXXXXXX		XXXXXXX
204	State Retirement		XXXXXXX		XXXXXXX		XXXXXXX
206	Life Insurance		XXXXXXX		XXXXXXX		XXXXXXX
207	Medical Insurance		XXXXXXX		XXXXXXX		XXXXXXX
208	Dental Insurance		XXXXXXX		XXXXXXX		XXXXXXX
210	Unemployment Compensation		XXXXXXX		XXXXXXX		XXXXXXX
212	Employer Medicare		XXXXXXX		XXXXXXX		XXXXXXX
299	Other Fringe Benefits (Specify)*		XXXXXXX		XXXXXXX		XXXXXXX
307	Communication		XXXXXXX		XXXXXXX		XXXXXXX
317	Data Processing Services		XXXXXXX		XXXXXXX		XXXXXXX
320	Dues & Memberships		XXXXXXX		XXXXXXX		XXXXXXX
330	Operating Lease Payment		XXXXXXX		XXXXXXX		XXXXXXX
336	Maintenance & Repair Services-		XXXXXXX		XXXXXXX		XXXXXX
348	Postal Charges		XXXXXXX		XXXXXXX		XXXXXXX
355	Travel		XXXXXXX		XXXXXXX		XXXXXXX
399	Other Contracted Services (Specify)*		XXXXXXX		XXXXXXX		XXXXXX
411	Data Processing Supplies		XXXXXXX		XXXXXXX		XXXXXXX
435	Office Supplies		XXXXXXX		XXXXXXX		XXXXXXX
499	Other Supplies & Materials (Specify)*		XXXXXXX		XXXXXXX		XXXXXX
524	In-Service/Staff Development		XXXXXXX		XXXXXXX		XXXXXXX
599	Other Charges (Specify)*		XXXXXXX		XXXXXXX		XXXXXX
701	Administration Equipment		XXXXXXX		XXXXXXX		XXXXXX
72410	TOTAL EXPENDITURES	0.00	XXXXXX	0.00	XXXXXX	0.00	XXXXXX

*Note: Do NOT fill out GP column for ARRA Application

Special Education Expenses Only

*FTE Positions: Full time equivalency use two decimals.

Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks.

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*Note: "Specify" on Justification Page

C. FINANCIAL INFORMATION FOR ARRA FUNDS (Continued)

2. Estimated Expenditures for Education for Students with Disabilities

ACCOUNT NO.	EXPENDITURES	GENERAL PURPO SE FUND*	*FTE Positions	IDEA PART B	*FTE Positions	P R E S C H O O L G R A N T	*FTE Positions
	SUPPORT SERVICES (7 200 0)						
72710	STUDENT TRANSPORTATION (72700)						
	TRANSPORTATION (72710)						
1 0 5	Supervisor/Director						
1 4 2	M e cha nic(s)						
1 4 6	B us D rivers						
162	Clerical Personnel						
189	O ther Salaries & W ages (Specify)*						
196	In -Service Training						
2 0 1	S o cial Se curity		XXXXXXX		XXXXXXX		XXXXXX
2 0 4	State Retirement		XXXXXXX		XXXXXXX		XXXXXX
206	Life Insurance		XXXXXXX		XXXXXXX		XXXXXX
207	M e dica l In surance		XXXXXXX		XXXXXXX		XXXXXX
208	D e ntal In su ra n c e		XXXXXXX		XXXXXXX		XXXXXX
2 1 0	Un employment Compensation		XXXXXXX		XXXXXXX		XXXXXX
2 1 2	Employer Medicare		XXXXXXX		XXXXXXX		XXXXXX
299	Other Fringe Benefits (Specify)*		XXXXXXX		X X X X X X X		XXXXXX
3 0 7	C o m m u nica tion		XXXXXXX		XXXXXXX		XXXXXX
3 1 1	Contracts with Other School Systems		XXXXXXX		XXXXXXX		XXXXXX
3 1 2	Contracts with Private Agencies		XXXXXXX		XXXXXXX		XXXXXX
3 1 3	Contracts with Parents		XXXXXXX		XXXXXXX		XXXXXX
3 1 4	Contracts with Public Carriers		XXXXXXX		XXXXXXX		XXXXXX
3 1 5	Contracts with Vehicle Owners		XXXXXXX	0 0. 0 0 0, 0 0 6	XXXXXXX		XXXXXX
3 2 9	Laundry Service		XXXXXXX		XXXXXXX		XXXXXX
3 3 0	Operating Lease Payments		XXXXXXX		XXXXXXX		XXXXXX
3 3 8	Maintenance & Repair Service -		XXXXXXX		XXXXXXX		XXXXXX
3 4 0	Medical & Dental Services		XXXXXXX		XXXXXXX		XXXXXX
3 4 8	P ostal C h arg es		XXXXXXX		XXXXXXX		XXXXXX
3 5 1	R e ntals		XXXXXXX		XXXXXXX		XXXXXX
3 5 5	Travel		XXXXXXX		XXXXXXX		XXXXXX
3 9 9	Other Contracted Services (Specify)		XXXXXXX		XXXXXXX		XXXXXX
4 1 2	Diesel Fuel		XXXXXXX		XXXXXXX		XXXXXX
4 1 8	Equipm ent & Machinery Parts		XXXXXXX		XXXXXXX		XXXXXX
4 2 4	Garage Supplies		XXXXXXX		XXXXXXX		XXXXXX
4 2 5	G asolin e		XXXXXXX		XXXXXXX		XXXXXX
4 3 3	Lubricants		XXXXXXX		XXXXXXX		XXXXXX
4 5 0	Tires & Tubes		XXXXXXX		XXXXXXX		XXXXXX
4 5 3	Vehicle Parts		XXXXXXX		XXXXXXX		XXXXXX
499	O ther Supplies & Materials (Specify)		XXXXXXX		XXXXXXX		XXXXXX
5 1 1	Vehicle & EquipmentInsurance		XXXXXXX		XXXXXXX		XXXXXX
5 2 4	In -Service/S ta ff Development		XXXXXXX		XXXXXXX		XXXXXX
5 9 9	O ther Charges (Specify)*		XXXXXXX		XXXXXXX		XXXXXX
7 0 1	Adm inistration Equipment		XXXXXXX		XXXXXXX		XXXXXX
7 2 9	Transportation Equipment		XXXXXXX		XXXXXXX		XXXXXX
72710	TO TAL EXPENDITURES	0.00	xxxxxxx	6 0 0 ,0 0 0 .0 0	$x \times x \times x \times x$	0.00	xxxxxx

*Note: Do NOT fill out GP column for ARRA Application

Special Education Expenses Only

*FTE Positions: Full time equivalency – use two decimals

Line item substitutions or additions shall NOT be made.

All personnel must be verified with budget allocation. Do not put numbers in XXX blocks.

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*Note: "Specify" on Justification Page

C. FINANCIAL INFORMATION FOR ARRA FUNDS (Continued)

3. Estimated Expenditure Summary Education for Students with Disabilities

ACCOUNT SERIES	EXPENDITURES	GENERAL PURPOSE FUND	IDEA	PRESCHOOL
71150	Alternative Schools	XXXXXXX		
71200	Special Education Program	XXXXXXX	1,754,386.00	71,706.34
72120	Health Services	xxxxxxx		
72130	Other Student Support	xxxxxxx		
72215	Alternative Instruction Program	xxxxxxx		
72220	Special Education Program Staff	xxxxxxx	303,599.00	10,000.00
72410	Office of Principal	xxxxxxx		
72710	Transportation	xxxxxxx	600,000.00	
99100-590	Transfer Out of Funds: Indirect Cost *	xxxxxxx	21,413.85	736.83
99100-590	Permissive Use of Funds:	xxxxxxx	xxxxxxx	xxxxxxx
	A. Adjustment to Local Effort		xxxxxxx	xxxxxxx
	B. School Wide	xxxxxxx		XXXXXXX
	C. Early Intervening Services	XXXXXXX		XXXXXXX
TOTAL EXPE	ENDITURES	0.00	2,679,398.85	82,443.17

Indirect Cost Rate: 1.18%

Note: Subtract out all expenditures for equipment prior to determining indirect cost amounts.

Do Not include any "Permissive Use of Funds" expenditures when determining indirect cost amounts.

Ι ⊏ Δ·	Blount	Count	v Schools
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C. FINANCIAL INFORMATION ARRA FUNDS (continued)

X IDEA, PART B PRESCHOOL GRANT

4. Equipment Purchase **Requiring Prior Approval**

THIS INCLUDES EQUIPMENT HAVING A USEFUL LIFE OF MORE THAN ONE YEAR **AND** AN ACQUISITION COST OF **\$5,000.00** OR MORE PER UNIT.

B U D G E T C O D E S	QUANTITY	DESCRIPTION	UNIT COST	T O T A L C O S T	JUSTIFICATION FOR PURCHASE OF EACH ITEM
		Lift systems at Heritage HS, Carpenters		0.00	Special Education equipment for classroom lif
2220-790	4	Middle, Mary Blount Elem, and Eagleton	11,000.00	44,000.00	systems to help students and staff.
		E le m		0.00	
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				0.00	

GRAND TOTAL EQUIPMENT __\$44,000.00

DUPLICATE FORM AS NEEDED (COMPUTE GRAND TOTAL MANUALLY)

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C. FINANCIAL INFORMATION

5 FINANCIAL INFORMATION FOR ARRA FUNDS IDEA, PART B

LEA: Blount County Schools

Alternative Instruction Program

Acct.	Description	Justification
No.		
71150		
-116	Teachers	
-128	Homebound Teachers	
-162	Clerical Personnel	
-163	Educational Assistants	
-189	Other Salaries & Wages (Specify)	
-195	Certified Substitute Teachers	
-198	Non-Certified Substitute Teachers	
-201	Social Security	
-20 4	State Retirement	
-206	Life Insurance	
-207	Medical Insurance	
-208	Dental Insurance	
-210	Unemployment compensation	
212	Employer Medicare	
-299	Other Fringe Benefits (Specify)	
311	Contracts with other School Systems	
330	Operating Lease Payments (Specify)	
-336	Maintenance & Repair Services-Equipment	
-356	Tuition	
-369	Contracts for Substitute Teachers - Certified	
-370	Contracts for Substitute Teachers Non-Certified	
399	Other Contracted Services (Specify)	
-429	Instructional Supplies & Materials	
-449	Textbooks	
-499	Other Supplies & Materials (Specify)	
-535	Fee Waivers	
-599	Other Charges (Specify)	
790	Other Equipment (Specify)	
LEA: Bloun	t County Schools	

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C. FINANCIAL INFORMATION FOR ARRA FUNDS

5. Estimated Expenditure Justification Page

IDEA, PART B

LEA: Blount County Schools

Special Education Instruction Program

	Acct. No. 71200	Description	Justification
Χ	116	Teachers	To pay for teachers working with SE students
	128	Homebound Teachers	
	162	Clerical Personnel	
	163	Educational Assistants	
Х	171	Speech Pathologist	To pay for SE speech pathologist
	189	Other Salaries & Wages (Specify)	
Х	195	Certified Substitute Teachers	Certified Substitutes for SE teachers
	198	Non-Certified Substitute Teachers	
Х	201	Social Security	Fringe benefits for above salaries
Х	204	State Retirement	Fringe benefits for above salaries
Х	206	Life Insurance	Fringe benefits for above salaries
Χ	207	Medical Insurance	Fringe benefits for above salaries
Χ	208	Dental Insurance	Fringe benefits for above salaries
	210	Unemployment compensation	
Χ	212	Employer Medicare	Fringe benefits for above salaries
Χ	299	Ü (1 3/	Dependent Insurance
	310	Contracts with other Public Agencies	
	311	Contracts with other School Systems	
	312		
	322		
	330	1 0 7 17	
	336	Maintenance & Repair Services-Equipment	
	356	Tuition	
	369	Contracts for Substitute Teachers - Certified	
Ш	370	Contracts for Substitute Teachers – Non-Certified	
Х	399	Other Contracted Services (Specify)	Physical and occupational therapy services for SE students
			To purchase supplemental supplies/materials for the SE classroomprograms.
	420	Instructional Supplies & Materials	such as reading curriculum, research based math materials, instructional
^	429 449		software, and consumables
\vdash		1 0 1 1 1 2 1 1 1	
\vdash	499	11 (1 3)	
	535	Fee Waivers	

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	Х	599	Other Charges (Specify)	Workers comp insurance
Ī		725	Special Education Equipment *	

_C. FINANCIAL INFORMATION FOR ARRA FUNDS 5. Estimated Expenditure Justification Page IDEA, PART B

LEA: Blount County Schools

Students Support Services/Health Services

	Acct. No 72120	Description	Justification
	-131	Medical Personnel	
	-189	Other Salaries & Wages (Specify)	
	-201	Social Security	
	-204	State Retirement	
	-206	Life Insurance	
	-207	Medical Insurance	
<u> </u>	-208	Dental Insurance	
	-210	Unemployment Compensation	
	-212	Employer Medicare	
	-299	Other Fringe Benefits (Specify)	
	307	Communication	
	330	Operating Lease Payments (Specify)	
	-336	Maintenance & Repair Services-Equipment	
	348	Postal Charges	
	-355	Travel	
	399	Other Contracted Services (Specify)	
	-413	Drugs & Medical Supplies	
	-499	Other Supplies & Materials (Specify)	
	-524	In-Service/Staff Development	
	-599	Other Charges (Specify)	
	-735	Health Equipment (Specify)	

C. FINANCIAL INFORMATION FOR ARRA FUNDS 5. Estimated Expenditure Justification Page IDEA, PART B

LEA: Blount County Schools

Students Support Services/Other Student Support

	Acct. No. 72130	Description	Justification
	-123	Guidance Personnel	
	-124	Psychological Personnel	
	-130	Social Workers	
	-135	Assessment Personnel	
	-161	Secretary(s)	
	-162	Clerical Personnel	
	-164	Attendants	
	-170	School Resource Officers	
	-189	Other Salaries and Wages (Specify)	
	-201	Social Security	
	-204	State Retirement	
	-206	Life Insurance	
	-207	Medical Insurance	
	-208	Dental Insurance	
	-210	Unemployment Compensation	
	-212	Employer Medicare	
	-299	Other Fringe Benefits (Specify)	
	307	Communication	
	-309	Contracts with Government Agencies	
	311	Contracts with other School Systems	
	-322	Evaluation & Testing	
	330	Operating Lease Payments (Specify)	
	-336	Maintenance & Repair Services - Equipment	
	348	Postal Charges	
	-355	Travel	
	-399	Other Contracted Services (Specify)	
	-499	Other Supplies & Materials (Specify)	
	-524	In Service/Staff Development	
	-599	Other Charges (Specify)	
	-790	Other Equipment (Specify)	

C. FINANCIAL INFORMATION FOR ARRA FUNDS 5. Estimated Expenditure Justification Page IDEA, PART B

LEA: Blount County Schools

Support Services/Instructional Staff/Alternative Instruction Program

Acct. No. 72215	Description	Justification
-105	Supervisor/Director	
-123	Guidance Personnel	
-129	Librarian(s)	
-138	Instructional Computer Personnel	
-161	Secretary (s)	
-162	Clerical Personnel	
-163	Educational Assistants	
-189	Other Salaries & Wages (Specify)	
-196	In-Service Training	
-201	Social Security	
-204	State Retirement	
-206	Life Insurance	
-207	Medical Insurance	
-208	Dental Insurance	
-210	Unemployment Compensation	
212	Employer Medicare	
-299	Other Fringe Benefits (Specify)	
307	Communication	
330	Operating Lease Payments (Specify)	
-336	Maintenance & Repair Services Equipment	
348	Postal Charges	
-355	Travel	
-399	Other Contracted Services (Specify)	
-432	Library Books/Media	
-499	Other Supplies & Materials (Specify)	
-524	In-Services/Staff Development	
-599	Other Charges (Specify)	
790	Other Equipment (Specify)	

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C. FINANCIAL INFORMATION FOR ARRA FUNDS

5. Estimated Expenditure Justification Page IDEA, PART B

LEA: Blount County Schools

Support Services/Special Education Program

	Acct. No. 72220	Description	Justification
	105	Supervisor/Director	
Х	124	Psychological Personnel	To pay salary of SE psychologist
	135	Assessment Personnel	
	161	Secretary(s)	
	162	Clerical Personnel	
	171	Speech Pathologist (Supervisory)	
	189	Other Salaries and Wages (Specify)	
	196	In-Service Training	
	201	Social Security	
	204	State Retirement	
	206	Life Insurance	
	207	Medical Insurance	
	208	Dental Insurance	
	210	Unemployment Compensation	
Х	212	Employer Medicare	Fringe benefits for above salaries
	299	Other Fringe Benefits (Specify)	
	307	Communication	
	308	Consultants	
	330	Operating Lease Payments (Specify)	
	336	Maintenance & Repair Services-Equipment	
	348	Postal Charges	
	355	Travel	
Х	399	Other Contracted Services (Specify)	Proportionate share for private school students
	499	Other Supplies & Materials (Specify)	
Х	524	In-Services/Staff Development	Staff development for SE support staff (CPI, Wilson, Inclusion, etc.)
Х	599	Other Charges (Specify)	Workers comp insurance
X	790	Other Equipment (Specify)	Classroom and instructional equipment to support SE student instruction, such as lift systems; white boards; computers; vestibular swings, and orthopedic devices.

C. FINANCIAL INFORMATION FOR ARRA FUNDS 5. Estimated Expenditure Justification Page IDEA, PART B

LEA: Blount County Schools

Support Services/School Administration/Office of Principal

	Acct. No 72410	Description	Justification
	-104	Principal (s)	
	-119	Accountants/Bookkeepers-	
	-139	Assistant Principal(s)	
	-161	Secretary(s)	
	-162	Clerical Personnel	
	-189	Other Salaries and Wages (Specify)	
I	-196	In-Service Training	
I	-201	Social Security	
Щ	-204	State Retirement	
IЩ	-206	Life Insurance	
I	-207	Medical Insurance	
I	-208	Dental Insurance	
!	-210	Unemployment Compensation	
	-212	Employer Medicare	
	-299	Other Fringe Benefits (Specify)	
	-307	Communication	
	317	Data Processing Services	
	-320	Dues and Memberships	
	330	Operating Lease Payments (Specify)	
	-336	Maintenance & Repair Services-Equipment	
	-348	Postal Charges	
	-355	Travel	
	-399	Other Contracted Services (Specify)	
	-411	Data Processing Supplies	
	-435	Office Supplies	
	-499	Other Supplies & Materials (Specify)	
	-524	In Services/Staff Development	
	-599	Other Charges (Specify)	
	-701	Administration Equipment (Specify)	

LEA: Blount County Schools

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C. FINANCIAL INFORMATION FOR ARRA FUNDS

5. Estimated Expenditure Justification Page

<u>Transportation</u> IDEA, PART B

LEA: Blount County Schools

Transportation

	cct. No. 72710	Description	Justification
	105	Supervisor/Director (Specify)	
	142	Mechanic(s)	
	146	Bus Drivers	
	162	Clerical Personnel	
	189	Other Salaries & Wages (Specify)	
	196	In-Service Training	
	201	Social Security	
	204	State Retirement	
	206	Life Insurance	
	207	Medical Insurance	
	208	Dental Insurance	
	210	Unemployment Compensation	
	212	Employer Medicare	
	299	Other Fringe Benefits (Specify)	
	307	Communication	
	311	Contract with Other School Systems (Specify)	
		Contracts with Private Agencies (Specify)	
	314	Contracts with Public Carriers	
X	315	Contracts with Vehicle Owners	Bus transportation for special education students
	329	Laundry Service	
	330	Operating Lease Payments	
	338	Maintenance & Repair Service – Vehicles	
	340	Medical and Dental Services	
	348	Postal Charges	
	351	Rentals	
	355	Travel	
X	399	Other Contracted Services (Specify)	Bus transportation for special education students
	412	Diesel Fuel	The transportation to opposit outdoor of the state of the
	424	Garage Supplies	
	425	Gasoline	
	433	Lubricants	
	450	Tires and Tubes	
		Vehicle Parts	
	453 499	Other Supplies & Materials (Specify)	
	511	Vehicle & Equipment Insurance	
	524	In-Service/Staff Development	
	701	Administration Equipment	
	729	Transportation Equipment	

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C. FINANCIAL INFORMATION FOR ARRA FUNDS 5. Estimated Expenditure Justification Page

LEA: Blount County Schools PRESCHOOL GRANT

Acct.	Description	Justification
No.		
71150		
-116	Teachers	
-128	Homebound Teachers	
-162	Clerical Personnel	
-163	Educational Assistants	
-189	Other Salaries & Wages (Specify)	
-195	Certified Substitute Teachers	
-198	Non-Certified Substitute Teachers	
-201	Social Security	
204	State Retirement	
-206	Life Insurance	
-207	Medical Insurance	
-208	Dental Insurance	
-210	Unemployment compensation	
212	Employer Medicare	
-299	Other Fringe Benefits (Specify)	
-311	Contracts with other School Systems	
-330	Operating Lease Payments (Specify)	
-336	Maintenance & Repair Services Equipment	
-356	Tuition	
-369	Contracts for Substitute Teachers - Certified	
-370	Contracts for Substitute Teachers Non-Certified	
-399	Other Contracted Services (Specify)	
-429	Instructional Supplies & Materials	
-449	Textbooks	
499	Other Supplies & Materials (Specify)	
-535	Fee Waivers	
-599	Other Charges (Specify)	
-790	Other Equipment (Specify)	

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C. FINANCIAL INFORMATION FOR ARRA FUNDS 5. Estimated Expenditure Justification Page

LEA: Blount County Schools

PRESCHOOL GRANT

Special Education Instruction Program

	Acct. No. 71200	Description	Justification
	116	Teachers	
	128	Homebound Teachers	
	162	Clerical Personnel	
	163	Educational Assistants	
	171	Speech Pathologist	
	189	Other Salaries & Wages (Specify)	
X	195	Certified Substitute Teachers	Certified Substitutes for SE teachers
	198	Non-Certified Substitute Teachers	
X	201	Social Security	Fringe benefits for above salaries
	204	State Retirement	
	206	Life Insurance	
	207	Medical Insurance	
	208	Dental Insurance	
	210	Unemployment compensation	
X	212	1 - 7	Fringe benefits for above salaries
	299	Other Fringe Benefits (Specify)	
	310	Contracts with other Public Agencies	
	311		
	312	3	
	322	Evaluation & Testing	
	330	Operating Lease Payments (Specify)	
	336	Maintenance & Repair Services-Equipment	
	356	Tuition	
	369	Contracts for Substitute Teachers - Certified	
	370	Contracts for Substitute Teachers – Non-Certified	
X	399	Other Contracted Services (Specify)	Proportionate share for private school students
X	429	Instructional Supplies & Materials	To purchase supplemental supplies/materials for the SE classroom; hold funds fo FY 2011
	449	Textbooks	
	499	Other Supplies & Materials (Specify)	
	535	Fee Waivers	
	599	Other Charges (Specify)	
X	725	Special Education Equipment *	To purchase supplemental equipment for the SE <u>preschool program, such as</u> computers, classroom furniture, white boards, and adaptive playground

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	equipment_classroom	
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LEA: Blount County Schools

PRESCHOOL GRANT

Students Support Services/Health Services

Acct. No 72120	Description	Justification
-131	Medical Personnel	
-189	Other Salaries & Wages (Specify)	
-201	Social Security	
204	State Retirement	
-206	Life Insurance	
-207	Medical Insurance	
-208	Dental Insurance	
-210	Unemployment Compensation	
212	Employer Medicare	
-299	Other Fringe Benefits (Specify)	
307	Communication	
330	Operating Lease Payments (Specify)	
-336	Maintenance & Repair Services Equipment	
348	Postal Charges	
-355	Travel	
399	Other Contracted Services (Specify)	
413	Drugs & Medical Supplies	
-499	Other Supplies & Materials (Specify)	
-52 4	In-Service/Staff Development	
-599	Other Charges (Specify)	
-735	Health Equipment (Specify)	

LEA: Blount County Schools

PRESCHOOL GRANT

Students Support Services/Other Student Support

Acct. No. 72130	Description	Justification
-123	Guidance Personnel	
-124	Psychological Personnel	
-130	Social Workers	
-135	Assessment Personnel	
-161	Secretary(s)	
-162	Clerical Personnel	
-164	<u>Attendants</u>	
-170	School Resource Officers	
-189	Other Salaries and Wages (Specify)	
-201	Social Security	
-204	State Retirement	
-206	Life Insurance	
-207	Medical Insurance	
-208	Dental Insurance	
210	Unemployment Compensation	
212	Employer Medicare	
299	Other Fringe Benefits (Specify)	
307	Communication	
-309	Contracts with Government Agencies	
311	Contracts with other School Systems	
322	Evaluation & Testing	
330	Operating Lease Payments (Specify)	
-336	Maintenance & Repair Services - Equipment	
348	Postal Charges	
355	Travel	
399	Other Contracted Services (Specify)	
-499	Other Supplies & Materials (Specify)	
-524	In-Service/Staff Development	
-599	Other Charges (Specify)	
790	Other Equipment (Specify)	

LEA: Blount County Schools

PRESCHOOL GRANT

Support Services/Instructional Staff/Alternative Instruction Program

Acct. No. 72215	Description	Justification
-105	Supervisor/Director	
-123	Guidance Personnel	
-129	Librarian(s)	
-138	Instructional Computer Personnel	
-161	Secretary (s)	
-162	Glerical Personnel	
-163	Educational Assistants	
-189	Other Salaries & Wages (Specify)	
-196	In Service Training	
201	Social Security	
-204	State Retirement	
-206	Life Insurance	
-207	Medical Insurance	
-208	Dental Insurance	
-210	Unemployment Compensation	
212	Employer Medicare	
-299	Other Fringe Benefits (Specify)	
307	Communication	
330	Operating Lease Payments (Specify)	
-336	Maintenance & Repair Services Equipment	
348	Postal Charges	
-355	Travel	
-399	Other Contracted Services (Specify)	
-432	Library Books/Media	
499	Other Supplies & Materials (Specify)	
-524	In-Services/Staff Development	
-599	Other Charges (Specify)	
-790	Other Equipment (Specify)	

LEA: Blount County Schools

PRESCHOOL GRANT

Support Services/Special Education Program

Acct. No. 72220	Description	Justification
105	Supervisor/Director	
124	Psychological Personnel	
135	Assessment Personnel	
161	Secretary(s)	
162	Clerical Personnel	
171	Speech Pathologist (Supervisory)	
189	Other Salaries and Wages (Specify)	
196	In-Service Training	
201	Social Security	
204	State Retirement	
206	Life Insurance	
207	Medical Insurance	
208	Dental Insurance	
210	Unemployment Compensation	
212	Employer Medicare	
299	Other Fringe Benefits (Specify)	
307	Communication	
308	Consultants	
330	Operating Lease Payments (Specify)	
336	Maintenance & Repair Services-Equipment	
348	Postal Charges	
355	Travel	
399	Other Contracted Services (Specify)	
499	Other Supplies & Materials (Specify)	
X 524	In-Services/Staff Development	Staff Development for SE teachers and support staff (CPI, TRIAD, Language Skills, etc.)
' 	pecify)	
790	Other Equipment (Specify)	

C. FINANCIAL INFORMATION FOR ARRA FUNDS

5. Estimated Expenditure Justification Page

LEA: Blount County Schools

PRESCHOOL GRANT

Support Services/School Administration/Office of Principal

Acct. No 72410	Description	Justification
-104	Principal (s)	
-119	Accountants/Bookkeepers——	
-139	Assistant Principal(s)	
-161	Secretary(s)	
-162	Clerical Personnel	
-189	Other Salaries and Wages (Specify)	
-196	In-Service Training	
-201	Social Security	
-204	State Retirement	
-206	Life Insurance	
-207	Medical Insurance	
-208	Dental Insurance	
210	Unemployment Compensation	
212	Employer Medicare	
-299	Other Fringe Benefits (Specify)	
-307	Communication	
317	Data Processing Services	
-320	Dues and Memberships	
330	Operating Lease Payments (Specify)	
-336	Maintenance & Repair Services-Equipment	
-348	Postal Charges	
-355	Travel	
399	Other Contracted Services (Specify)	
411	Data Processing Supplies	
-435	Office Supplies	
-499	Other Supplies & Materials (Specify)	
-524	In-Services/Staff Development	
-599	Other Charges (Specify)	
701	Administration Equipment (Specify)	

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C. FINANCIAL INFORMATION FOR ARRA FUNDS

5. Estimated Expenditure Justification Page

LEA: Blount County Schools

PRESCHOOL GRANT

Transportation

Acct. No. 72710	Description	Justification
-105	Supervisor/Director (Specify)	
-142	Mechanic(s)	
-146	Bus Drivers	
-162	Clerical Personnel	
-189	Other Salaries & Wages (Specify)	
-196	In-Service Training	
-201	Social Security	
-204	State Retirement	
-206	Life Insurance	
-207	Medical Insurance	
-208	Dental Insurance	
-210	Unemployment Compensation	
212	Employer Medicare	
299	Other Fringe Benefits (Specify)	
-307	Communication	
-311	Contract with Other School Systems (Specify)	
-312	Contracts with Private Agencies (Specify)	
-313	Contracts with Parents	
-314	Contracts with Public Carriers	
-315	Contracts with Vehicle Owners	
-329	Laundry Service	
330	Operating Lease Payments	
-338	Maintenance & Repair Service - Vehicles	
-340	Medical and Dental Services	
348	Postal Charges	
-351	Rentals	
-355	Travel	
-399	Other Contracted Services (Specify)	
412	Diesel Fuel	
-418	Equipment and Machinery Parts	
424	Garage Supplies	
-425	Gasoline	
433	<u>Lubricants</u>	
-450	Tires and Tubes	
-453	Vehicle Parts	
-499	Other Supplies & Materials (Specify)	
-511	Vehicle & Equipment Insurance	
524	In-Service/Staff Development	
-599	Other Charges (Specify)	
701	Administration Equipment	

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729	Transportation Equipment	

Revised March 2009 Comprehensive Application for ARRA FUNDS

	Special Education Services Checklist
	Page Cover Page
LEA SEA	ALL items in box labeled "To be Completed by Local School System" have been answered. The Director of Schools has signed and dated the plan.
	Gomments:
	Part I Compliance Assurances for ARRA Funds
	Pages 1-2 Compliance Assurances
	Pages are included.
	Signed and dated by the Director of Schools.
	Page 3 - Permissive Use of Funds
LEA SEA	
!	Yes or No is checked for each item on Page 3.
! o o	Use of Funds as Local Funds (3A) worksheet is completed if LEA is requesting this option.
<u> </u>	Use of Funds as Local Funds (3B) worksheet is completed if LEA is requesting this option.
	Use of Funds as Local Funds (3C) worksheet is completed if LEA is requesting this option. Justification page for budget is attached.
	Cover Page of Comprehensive Application is marked indicating Use of Funds to be utilized, if applicable
	Pages 4-11 – Estimated Expenditures
LEA SEA	
	Name of School System is given at top of page.
	Total expenditures for each budget (General Purpose, IDEA Part B, & Preschool) are calculated correctly.
	FTE positions are given for appropriate personnel line items.
	If equipment is over \$5,000 per unit being purchased with Part B or Preschool funds, there is a corresponding equipment page.

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c			All amounts are rounded to the nearest dollar. Total allocations for both Part B and Preschool ARRA funds have been budgeted. Any budget code with the description "Other" must be detailed in the plan.	
	_	J	Comments: Budget code substitutions or additions cannot be made in the budget	 Formatted: Centered, Indent: Left: 0", First line: 0"
I				

	Page 12 Estimated Expenditure Summary for ARRA Funds	
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	Name of LEA is given at top of page.	
	Budgeted amounts for each account series and fund types have been transferred correctly from each corresponding budget page.	
	Calculations for each fund type (Idea Part B, and Preschool) are correct.	
	Total ARRA award has been budgeted correctly.	
	Indirect cost has been calculated correctly. Equipment and any monies budgeted under permissive use of funds have been subtracted prior to figuring indirect costs.	
	Total IDEA, Part B and Preschool ARRA amounts have been transferred to the front of the Comprehensive Application.	
Color	ulation for indirect cost: Total Allocation –Any Equipment and/or Permissive Use of Funds= Allocation (less equipment) /	Formatted: Centered
Calcu	Indirect Cost. Total Allocation —Any Equipment and/or Permissive Use of Funds= Allocation (less equipment) / Indirect Cost Rate (1.00 or 1.0) X Indirect Cost % = Maximum	Formatted: Centered, Indent: Left: 0"
	Indirect Cost (See sample attached)	
	Pages Line Item Justification for the Expenditures of IDEA, Part B & PreSchool ARRA Funds	Formatted: Normal, Centered, Indent: First line: 0"
	There is a justification for each budgeted account number under the Part B or	Formatted: Centered
	Preschool ARRA funds and the account code is marked. Account numbers and description of expenditures (complete account name) match the budget.	
	Justifications are added for all account codes which say "Specify" and for any items	
	without prewritten justifications	
	All equipment costing \$100 or more but less than \$5,000 is specified on the	
	appropriate justifications page.	
	· · · · · · · · · · · · · · · · · · ·	Formatted: Centered
Commer	nts: Do not include FTEs of personnel in the budget justifications—the appropriate FTEs have already been included on the	Formatted: Centered, Indent: Left: 0"
	budget pages.	
	Page 13 – Equipment List (IDEA & PreSchool only) (ARRA)	Formatted: Normal, Centered, Indent: First line: 0"
	Name of School System is listed at top of page. Appropriate budget is checked.	Formatted: Centered
	Any equipment budgeted under IDEA Part B or Preschool requiring prior approval is accounted for on this page.	
	Budget codes are correct.	
	Description is appropriate for definition of equipment.	
•		

Quantity, Unit Cost, and Total Cost are correct. (Unit cost is \$5,000 or more; see	
☐ ☐ Justification is given for each item purchased and is appropriate for the account	
under which equipment is budgeted. Justification is tied to the child's IEP or needs.	
□ □ Total for page is correct.	
☐ ☐ If more than one page is needed, grand total of equipment is correct.	
◆	Formatted: Centered
Comments: Equipment requiring prior approval is defined as property having a useful life of more than one year AND an acquisition- cost of \$5,000 or more per unit. Minor sensitive equipment are items costing \$100 or more with a life expectancy of three years or	Formatted: Centered, Indent: Left: 0", First line: 0"
longer.	
Equipment must be kept on inventory. For equipment that is lost, stolen, or no longer useable, a letter of disposition must be addressed to the Director of Program Management Services and submitted to your Management Consultant.	Formatted: Centered, Indent: Left: 0"
Materials and software are <u>not</u> to be included on this page.	